P 65E ✓

App. F. IX-4

1931-32 (C.B.B.)

File No. 35-31

Previous References

CRB Dep 111/29-30.

Serial Nos. 1

Later References

Reserve Index 30.3.65

General and Revenue Secretariat.

Serial Nos. one

Part B for April 1932

SUBJECT.

Resolution of the Central Recruitment Board held at its meeting on 8.10.28 pending settlement of the question of employing the Leave Reserve staff Vacancies of a duration of three months and less should also be dealt with in accordance with the C.R.B. Rules by the election appointments being made by the unit officers from among the standing list of Candidates maintained by them as well as the Recruitment Board offic

Files with Orders that no further action is necessary

K Ranjan
27/5/32

1273
L. RB

G.R.S. III—3]

Routine Notes.

[To be used only for notes, requisitions, etc., not intended for permanent record.]

I beg to submit herewith for perusal a general note discussing the existing conditions relating to recruitment together with certain suggestions for improving them.

Chief Secy

CHIEF SECRETARY. 8 OCT. 1928

8/10

Please see my marginal remarks on page 5

17/10

please circulate the statistics

18/10

The kind reference is invited to the statement put up (flag A) showing inter alia the Composition of both services as on 1921 & 1927.

Chief Secy 23.10.28.

23/10

N.B.—Should routine notes be written on small slips, the notes must be copied, or slips pasted on this form.

CHIEF SECRETARY. 23 OCT. 1928

(5)

1273

G.R.S. III—3]

Routine Notes.

[To be used only for notes, requisitions, etc., not intended for permanent record.]

Letter to Mr. Hira Mendis

for perusal - The letter makes it clear that the time has come we should decide not to scrap the ~~Establishment~~ whole of this complicated machinery and substitute something more simple and effective - The formation of staff selection Boards at New quarters and in the matter to appointment of a whole time Secretary for the Central Board and other related questions are being separately dealt with The matter can be examined at the next meeting of the CRB in the light of the discussions at the recent meeting of the Rep. Assembly

5410
22/11

NM
22/11

WB 22/11

Sir E
23/11

Papers
23/11

WB 23/11

N.B.—Should routine notes be written on small slips the notes must be copied, or slips pasted on this form.

Serial No.

(7) At the meeting of the C.R.B on 1.2.29, the subject was deferred to the next meeting of the Board

Sec'y 28/2

Sec'y E 28/2 27.2.29.

(2) (8) At the meeting of the C.R.B on 15.4.29 the subject was deferred to the next meeting of the Board. (9) Include in agenda

4.5.29 4.5.29. Sec'y 4/5/29

Sec'y E 4/5 (10) An extract from the Proceedings of the C.R.B' meeting on 31.5.29 on the subject is put up below:—

Subject No. 1.

Note dated 8th October 1928 by the Secretary, Central Recruitment Board reviewing the working of the rules of recruitment and suggesting their modification on the lines indicated.

Resolution :— Pending final settlement of the question of employing a leave reserve staff for filling up temporary vacancies in all the offices in the State, the rules of recruitment requiring a certain proportion of the vacancies being thrown open for direct recruitment should be made applicable also to temporary appointments of three months or lesser duration. — Appointing officers should call for applications through the Secretary, Central Recruitment Board for vacancies at their disposal and make appointments from among eligible candidates included in a standing list to be maintained in their offices as well as in the office of the Secretary, Central

Serial No.

(N) The following points arise for consideration in deciding whether the resolution of the Central Recruitment Board is to be accepted and orders issued accordingly.

(1) Whether the vacancies the duration of which is less than three months are to be registered independently by themselves in the Unit offices or whether they are to be registered along with temporary vacancies of more than three months' duration which, according to rules are to be reported to the Central Recruitment Board, (Vide G.O.No.465-664 C.R.B. 4-28-1 dated the 16th July 1928).

(2) Whether all short-term vacancies to be filled up by direct recruitment are also to be classed as general and special and advertised through the Central Recruitment Board whether they are to be filled up by selection of the locally available candidates only.

(3) Ordinarily, not less than 15 days time from the date of notification of vacancies in the Gazette has to be allowed for receipt of applications Vide Para 14(ii) of Central Recruitment Board Manual.

If in connection with all short-term vacancies those open for direct recruitment are to be advertised in the Gazette through the Central Recruitment Board, Several of the advertised vacancies will have to be subsequently notified as cancelled as it is likely that most of them will have ceased by the time the applications are received by the Central Recruitment Board and forwarded to the appointing officers.

Note—Contn. Sheet

SW.WD.01681 GPR—20,000—20-4-29

10.7.29

Serial No.

(12) There appear to be some practical difficulties in giving effect to the Resolution of the CRB in the case of temporary vacancies of less than 3 months' duration. It appears better to leave matters as they are at present until the Staff Selection Board comes into existence and the system of calling for a list of probable vacancies at the beginning of a year in the case of each department comes into effect.

1072 20/7

Dy. No. 1113 13 JULY 1929

Chief Secy) dcg 13/7/29

3rd Member RG 26/7/29 dcg

(13) Will A.S. please move up? dcg 27.7.29

(14) Received instructions from the Member. RG 27/7/29

Put up Draft G.O. accg. to the CRB Resolution.

dcg 7/8/29

(15) Diff G.O. cmbd — for consideration

Hons Ben — 14/8/29. 16.8.29

(16) Put up clean copy as revised.

(17) Typed draft Bill for approval dcg 17/8/29

Ben 17.8.29 3rd Member) dcg 20/8/29

1971 21/8

(18) This is another case — unless C.R.B. please go into the details where action has already been taken. dcg 20/8/29

(19) The question dealt with in this file was, how (by granting leave pending) the creation of the Staff that all vacancies of over 3 months duration should be dealt with

WD 01684—GPB—30,000—20-4-29

Serial No.

under CRB rules should be prevented. The Board at its meeting held on 31.5.29 resolved that pending final settlement of the question of employing a leave reserve staff for filling up temporary vacancies, a standing list of eligible candidates should be maintained, from which selections were to be made to fill up vacancies of 3 months or less in duration; in the proportion of Tamil : general :: 3 : 1. In accordance with this resolution a draft G.O. has been put up.

(20) From my experience of the working of the CRB rules, the cases in which leave was at first granted for a lesser period than 3 months & then extended to extend the latter duration, so as deliberately to frustrate the spirit of the rule, appear to be comparatively few. It does not, therefore, seem necessary to insist any further rule in the matter and make things more complicated, especially when the question of establishing a Staff Selection Board is on the anvil

Ch. Ley 28/3

(21) There also an instance of which has just been brought to my notice

Ch. Ley 28/3

A. I agree. Submit for orders.

NRM 30/3/32

(Second Member) 30/3

B Rao 2/4/32

1/4/32

NRM 1/4/32 1/4

OFFICE OF THE SECOND MEMBER OF COUNCIL
No. 827
NOTE – Contn. Sheet

WD 02553--50,000—GPB—8-7 30

(1) Adequate representation of N.B Officers in all Offices that carry with them the powers of appt.

(2) Manager, Hd. Clerk & Heads of Sections shd be N.B's

(3) Govt. need not worry about small appts like Trainees, Substitutes, Attendants & Matchis provided there is an adequate no. of N.B. appointing Officers.

(4) A certain proportion of higher appointments should be reserved for N.B's

(5) Probationary clerks to be appointed

(5) Non Brahmin officials should as far as possible deal with the questions relating to the filling up of vacancies or Certificates of posting shd. be insisted on when appointments are intimated to candidates

(6) There should be a full time Secretary for the LRB and the office shd be strengthened by 6 clerks

(7) Gradation lists & Schedules of Castes should be kept up to date

(8) Progress of recruitment to be reviewed every half year & an annual report should be reviewed by Govt.

1) Comptroller should see that no payment is allowed in respect of an irregular appointment by prescribing a suitable monthly return to be furnished with the pay bill

2) Statement of appts. made may be revised and prescribed to be sent with Estt. pay bill — a duplicate being sent to CRB Secretary

Statement to be sent with schedule of Estt. on 1st August every year

3) Reports of Inspection of Offices should contain information re appts made. Copies of such reports to be sent to CRB

3) In case of temporary vacancies By Comm and appointing Officers may advertise the vacancies themselves locally and select N.B.'s for such vacancies

(4) CRB Secretary should make inspections and see that the Rules are understood

With a view to secure an adequate representation of members of Backward Classes in the Public Service of the State, Government while passing orders on the Miller Committee Report expressed it as their opinion that the proportion of the members of Backward Communities in all Headquarters and District offices of all departments should be gradually raised to 50 per cent of the total strength (exclusive of those in inferior service) within seven years and laid down certain rules to achieve this object. Later on, a Board consisting of certain officers and non-officials was constituted for advising Government on matters and problems likely to arise in the course of giving effect to the rules prescribed ~~for giving effect to~~ in furtherance of the policy of Government in the matter of recruitment to the subordinate ranks of the Public Service. As the system of recruitment followed was of a nature peculiar only to this State and has not yet its counterpart elsewhere, its growth had to be developed by means of supplementary orders and instructions issued from time to time. Certain returns were also prescribed ~~in view~~ to ensure that the officers concerned keep in view the object of Government in effecting the desired change in the composition of public offices generally. A set of returns (A, B, C and D statements) were prescribed and the vacancies were required to be advertised through the Board and applications forwarded to appointing officers with a view to ensure that Non-Brahmins with sufficient qualifications were preferred for appointments. A set of rules also grew up consequent on various points noticed, difficulties experienced and the suggestions received from various quarters Last year, a need was felt for a little more liberalisation of rules and the rules of recruitment were accordingly revised and clear instructions issued in 1927 in the matter of disposal of vacancies occurring in the several departments. Certain officers were defined to be Unit Officers in respect of all establishments under

their control so that the rules may be strictly and properly carried out in the respective Units so that the responsibility for showing progress in the matter of increasing the proportion of members of Backward Communities may be definitely fixed on them. A, B, C and D statements were also continued with some alterations and required to be sent up by Unit Officers and Appointing Officers and it was ruled that all vacancies to be advertised be classed as general (open to all classes) and special (open to candidates of Backward Classes) for purposes of advertisement. These returns while securing statistics relating to recruitment, are not of much help in attaining the object in view by way of creating any effective check on the exercise of patronage by officers entrusted with powers of appointment.

Mr. J Appaji Gowda visited a number of District Offices to see how far the rules were being properly enforced and his notes of inspection did not reveal a very satisfactory state of affairs. After the revision of rules, Government recently issued orders directing the Secretary, Central Recruitment Board, to inspect the offices of all appointing officers and examine how the rules of recruitment are being worked by them. I have accordingly inspected the undermentioned offices and submitted the notes of inspection:-

Office of the District Superintendent of Police, Mysore.

Office of the Sub Division Officer, Mysore.

Office of the Sub Division Officer, Nanjangud.

Office of the City Magistrate, Mysore.

District Office, Mysore.

Office of the President, Nanjangud Town Municipal Council.

From an examination of the memoranda of orders of appointments and transfers passed by the Appointing Officers, it may be gathered that while the rules are attempted to be carried out in letter, much attention is not bestowed to keep

up the spirit of the rules. It is true also that there are some administrative difficulties in strictly adhering to the rules laid down by Government, inasmuch as it is not unlikely that work in offices is affected by the office being manned by new recruits with no previous experience of office work. Further, these rules are too intricate and there is a lot of want of correct knowledge of the rules. Orders of Government laying down matters of policy and procedure are not being promptly distributed to all subordinate offices and there exists a large number of officials mostly Brahmins who are carrying on a precarious service by adjusting themselves in short term vacancies and their existence with so much of service, experience and claim of being there, is difficult to be ignored. This has resulted in a double evil. On one side leave is being freely granted and officials are sometimes requested to take leave with a view to ensure continuity of service in some hard case. Further, officials are encouraged to take leave in bits. I calculate that it is possible in this way to keep on one man extra for every 6 officials of an office. While such is the condition in the offices subordinate to Government, the work of the Secretary, Central Recruitment Board, has also been developed from arranging for meetings etc., and working them up on the administrative side, to that of an office calling for applications, making a record of them, forwarding them and checking all the returns etc. that are received and also watching the progress of recruitment. The Secretary was and is Assistant Secretary to Government in some Branches, he is assistant to the Chief Secretary in case of all administrative matters relating to the Central Recruitment Board and then he is not only Secretary to the Board but also its executive officer as well as an audit officer in theory at least in respect of all appointments not requiring sanction of Government in the whole State. The Central Recruitment Board itself was not an organised office till recently but consisted only of a number of clerks directly working under the Secretary without a Superin-

Superintendent. Such a state of affairs was permitted probably as the orders on the subject were expected to last only for seven years. After I took charge of the office, I felt the need for a properly organised working unit and the Chief Secretary kindly organised the Central Recruitment Board Office as a Unit independent of the General and Revenue Secretariat, with effect from the 1st November 1927.

This office was organised and its strength formed on the basis of statistics of work done at the time. The strength then proposed was the barest minimum and consisted of only 4 clerks, 1 Superintendent and a Steno-typist against 7 clerks working in the office then, and the result is that whenever there is increase of work or anything additional that has to be done or there is rush of applications for special kinds of appointments, the other work of the office suffers and is delayed to a considerable extent.

The above represents the state of the Central Recruitment Board Office. Now coming to the Districts, it is seen that not one office can boast of a complete set of orders passed by Government on the subject. Then the rules also being spread over a number of years, required a lot of intelligent and synthetic study and the clerks dealing with establishment questions were ignorant of many of them. To obviate this difficulty which is a real one, a Manual summarising the rules on the subject of recruitment has been compiled and printed copies have been recently distributed to all officers. It is desirable to translate it into Kannada and also to ensure wide publicity of all orders and Official Memorandums issued from the Central Recruitment Board Office. The feasibility of publishing all these in the Gazette both Kannada and English may perhaps be considered, so that each office may be in touch and the audit office may perhaps distribute these to all drawing officers so that we may not depend only on Unit officers to distribute them.

By a comparative study of the figures showing representation of B.C. Classes in 1921, i.e., at the time of Miller Committee orders and as they stood on 31st December 1927. the result obtained appears to be out of proportion to the attention bestowed by Government, the public and the Central Recruitment Board on the subject Judging from the rate of progress so far achieved in this direction the result aimed at appears ~~far~~ to be still far from realisation. Hence it will be useful to consider here the factors that have hindered the progress of the recruitment of backward communities to the desired extent and see how far these can be remedied to ensure an automatic and speedy realisation of the object. Some of the causes that go to account for the inappreciable progress in that direction are briefly indicated below--

1. During the period under review drastic retrenchments of establishments were ordered by Government and the retrenched candidates who were mostly Brahmins had to be provided for in existing or prospective vacancies.

2. The orders of Government on the subject did not evoke an enthusiastic response as it was supposed to be against efficiency of offices and many of the officers in whom vested the working of the rules did not take to them kindly and do not seem to have worked the rules whole-heartedly and in a spirit of sympathy.

3. The rules did not lay down any hard and fast rules and much latitude was also given to appointing officers in the exercise of their powers of patronage in the earlier stages.

4. Later on when returns etc., were prescribed and vacancies were required to be advertised, the system of recruitment did not work satisfactorily for want of --

(a) due promulgation of these rules

(b) a properly authorised check and inspection

(c) want of audit of each appointment by the Comptroller before passing the pay bill

(d) scope affording by the rules to make appointments

not quite in keeping with the policy of Government.

(e) throwing open vacancies to backward communities on terms either not attractive or feasible for intending applicants; and

(f) strange as it may seem the very intricacy of the rules came in the way of absorption of many Non-Brahmin officials as in their cases even departure from the prescribed procedure would have been necessary. Rules were retarded their own object.

5. Non-availability of Non-Brahmin candidates for vacancies requiring special qualifications ~~necessary~~.

The above factors have gone far to retard the progress in the direction of increasing the representation of backward classes in public service and have also given room to complaint that the rules of recruitment were not functioning in practice and to various interpellations etc., in the Representative Assembly and the Legislative Council

As a result of my experice about the working of the rules in the Districts and the Secretariat, notes of inspection by the Secretary and the correspondence in the office of the Central Recruitment Board, I feel that the present state of affairs is highly unsatisfactory from many points of view and that the rules and the procedure etc require to be radically changed in certain respects. The rules are so complicated as to permit of various interpretations with the result that the same can be construed and given effect to in diverse ways according to the degree of intelligence of the officers responsible for making appointments. Hence a uniform procedure does not always obtain in all offices. It is therefore desirable to simplify the rules and standardise forms of appointments and registers etc devising automatic check, frequent inspections, wider publicity of advertisements of vacancies and giving certain larger powers to Deputy Commissioners and Unit officers in respect of absorption and initial appointments of Non-Brahmin candidates. The rules should be revised more with a view to obtain results rather than merely prescribe procedure and secondly the audit office has got to be intimately associated with the working of these

rules. Just as the Comptroller does not authorise any payment unless it is regular, he may be required to see that no payment is allowed by him in respect of an irregular appointment by prescribing suitable monthly return to be furnished to the Comptroller with the pay bills with a certificate by the drawing office to the effect that all fresh or acting appointments made are in order, the officers concerned being held personally liable for any irregular payment made by reason of such certificate. I believe that the 'D' statement of appointments made may be suitably revised and prescribed as a necessary accompaniment of every establishment pay bill. This may be prepared in duplicate and a copy sent to the Central Recruitment Board also so that the returns may be checked with reference to fresh appointments made in case of appointments not found to be in order, and necessary instructions issued to the Comptroller in this respect. Copies of 'D' statements of the office as well as a Schedule of establishment may invariably be required to be furnished with the pay bill to be cashed on 1st of August of each year and passed on to Central Recruitment Board office. The question is very important and a special Committee may perhaps investigate the question.

(1)

The question of appointments is an all State one and it is impossible for one officer to efficiently supervise the working of all rules, and to inspect all offices in the State. Hence use is to be made of the existing administrative officers to ensure the working of the rules and

as an appointment is an administrative act. it is onlof their legitimate duty to do so. The forms of reports of Inspection of each office should be suitably added to and each superior officer asked to inspect the subordinate offices with reference to appointments as well and send extracts to Central Recruitment Board office which office should be strongthened so as to enable it to check all these inspections notes promptly and consolidate results for suitable action being taken.

(2)

The question of temporary vacancies presents another difficulty. It is seen with reference to the date of occurrance of a vacancy and the time it is advertised and appointment finally made, a fairly long period elapses. In such cases discretion may perhaps be given to Deputy Commissioners and Unit officers to ~~xxx~~ advertise these vacancies themselves either on the notice board or in the Gazette and appointxx any available Non-Brahmin candidate. So long as a non-brahmin candidate is appointed, Govern ment need not trouble itself, to find out how he has come into service. The possible objection against this is that it may lead to jobbery, but temporary vacancies are not likely to attract out-siders and it is better that the selection of candidates for temporary appointments is confined to

(3)

the local areas

The Deputy Commissioner is a responsible officer and he can be safely expected to keep in view the policy of Government in furthering the representation of unrepresated classes in the public service.

It is also very necessary that all appointing officers are familiarised with rules of recruitment. With the publica-tion of the Manual of rules and orders, bearing on the subject a great difficulty has been overcome, but frequent inspections of offices with a view to notice and rectify irregularities is desirable to ensure that the rules are properly understood and adhered to. Such inspections have to be conducted by the Special Recruitment Officer or the Secretary of the Board. He may be required to see all unit offices and offices of Heads of departments and test-inspect some subordinate offices as well.

In this connection it is also noted that in addition to the public complaints of the kind enumerated above, there is also the popular apprehension frequently expressed that (1) vacancies are not promptly reported or (2) if reported not sufficient information is given to necessitate its advertisement being delayed (3) after receipt of applications there is considerable delay in making appointments and (4) there is delay in the appointing Officer interviewing the candidates and (5) a memo of appointment actually made or a memo asking the candidate to appear is not actually posted though the register shows that it has been actually despatched and (6) when some one even manages to accept a post, he is discourage when he comes to office and so on. As regards 1 to 4 recent orders of Government are likely to have a healthy effect. As regards the 5th I am inclined to think that this apprehension in the public mind is more imaginary than real except perhaps in a few stray cases here and there. All the same that such a feeling exists is probably due to the fear that such work is sometimes in the hands of a

whose interests are likely to be effected by the appointment of a non-brahmin new comer(it may be sometimes for the very posts which the Despatcher may be holding temporarily). Hence ~~xxxxxxxxxx~~ sometimes non-receipt of communications even due to incorrect or faulty address or change of address is attributed to the poor Despatcher. One of the remedies for such contingencies is to see that as far as possible members of Backward communities are employed on such work or a certificate of posting is obtained. As regards sixth if a candidate is discouraged it is his own fault and there is no remedy. Regarding appointments which start as being of a duration of les than 3 months but eventually continue longer, a note on the subject has been put up for consideration of the Central Recruitment Board.

(5)

It will be necessary to recognise the Central Recruitment Board office. If rules are to work efficiently and their systematic observance ensured, there should be a full-time touring Officer. The strength of the office requires to be strengthe-ed by six more clerks, 3 for checking the returns furnished Central Recruitment Board, 1 for sorting and arrangement of records, one Steno-Typist and a Camp Clerk. The work being of a routine nature, it is not necessary to have highly paid clerks. Clerks on R. 25 to R. 35 may very well serve the purpo

The main object kept in view in the inspection recently ordered by Government is to examine the working of the revised rules and familiarising officers with the rules and meeting their diffuclties etc. This has been attended to in connection with the inspection of the offices in the Mysore District Inspections of the kind referred to have their own peculiar difficulties. Mere checking of schedules of establishment and memo books would not give all the information, as the unit consists of many subordinate and associated offices. If a thorough audit has to be gone into, it must proceed from the Taluk offices and Municipalities and thence on to Deputy Commissioners' offices and then in various other establishments under the control of Deputy Commissioners and similarly

with other departments. But this kind of audit is not worth the trouble and is very costly and if the proposals suggested above are adopted, this will not be necessary. From the list of officials working continuously for long periods. but without a lien in Mysore (it is seen that a District is capable of keeping on at least 20 to 50 men in short-term vacancies not coming under the purview of the Central Recruitment Board in the Revenue and General departments only. A solution has to be found regarding short-term vacancies Another point is that gradation lists and schedules of establishments are not ~~all~~ kept up-to-date. The Revenue Commissioner ~~should~~ may be required to kindly see that these are brought up to date and standardised. When this is done a check with reference to them by the Central Recruitment Board is likely to be effective.

General- It will be seen that the action now required is simplification of rules, strict instructions to Heads of Departments and Unit Officers to show definite results instead of insisting merely on procedure, associating the audit office closely with the working of the rules, Enlarging the office of the Central Recruitment Board, appointment of a full time Officer for the purpose and devising certain automatic audit checks and frequent inspections by the Board's Officer. Progress of recruitment should be reviewed every half year with reference to results and an annual report should be prepared ~~by Government~~ and submitted which may be reviewed by Govt.

W. Fleming 8/10/28

Secretary,
Central Recruitment Board.

Appendix F G—1

SUBJECT.....

.....

.....

Section

File No.

Serial No.

No. 5958- 66 C

Cave on.

Diary No. of letter replied to.....

General and Revenue Secretariat

( )

the *192*

To

The members of the C R B

Date of issue 28.1.29

Signed by .....

Sir,

I am directed to ~~forward~~ ~~locate~~ state that the accompanying Note by the Secy C.R.B. terminating working of the rules of Recruitment ~~thereon~~ and suggesting ~~modifications~~ on the lines indicated is ~~required to be~~ included in the agenda for the meeting of the C.R.B to be held on the 1st Feby 29 and to forward herewith for information a ~~copy~~ ~~of~~ Note by the Secy C.R.B ~~which~~ ~~these~~ ~~directed~~ to serve as basis for discussion of the subject at the ~~forthcoming~~ meeting of the Board on 1-2 Paper

I have &c

Secy C.R.B.

Draft sent for approval

Ber

21.1.29

forwarded for information and necessary action

st of enclosures.....

Copied by.....

Examined by.....

No. 5

21/1/29

21.1.29.

CENTRAL RECRUITMENT BOARD.

Public Offices,

No... 5958-66 CRB. Bangalore, DATED. 28th Jany
Encl one

From,

Mahomed Ismail Sheriff, Esq., B.A.,
Secretary, Central Recruitment Board
Bangalore.

To.

N. Madhava Rao, Esq., B.A., B.L.,
Chief Secretary to the Government
of His Highness the Maharaja
of Mysore

Sir,

I am directed to forward herewith for information extracts from a note by the Secretary, Central Recruitment Board, to serve as a basis for discussion of subject - Number 5 at the coming meeting of the Central Recruitment Board on 1st February 1929.

I have the honour to be,

Sir,

Your most obedient servant.

Secretary,
Central Recruitment Board.

Recd to the Chief Secy
28.1.29

CHIEF SECRETARY.
28 JAN. 1929

Note by the Secretary, Central Recruitment Board reviewing the result of the working of the rules of recruitment and suggesting the lines on which the same should be revised.

With a view to secure an adequate representation of members of Backward Classes in the public service of the State, Government while passing orders on the Miller Committee Report expressed it as their opinion that the proportion of the members of Backward Communities in all Head Quarters and District Offices of all Departments should be gradually raised to 50 per cent of the total strength (exclusive of those in inferior service) within seven years and laid down certain rules to achieve this object. Later on, a Board consisting of certain officers and non-officials was constituted for advising Government on matters and problems likely to arise in the course of giving effect to the rules prescribed in furtherance of the policy of Government in the matter of recruitment to the subordinate ranks of the public service. As the system of recruitment followed was of a nature peculiar only to this State and has not its counterpart elsewhere its growth had to be developed by means of supplementary orders and instructions issued from time to time. Certain returns were also prescribed in view to ensure that the officers concerned keep in view the object of Government in effecting the desired change in the composition of public offices generally. A set of returns were prescribed and the vacancies were required to be advertised through the Board and applications forwarded to appointing officers with a view to ensure that non-brahmins with sufficient qualifications were preferred for appointments. A set of rules also grew up consequent on various points noticed, difficulties experienced and

the suggestions received from various quarters. Last year, a need was felt for a little more liberalisation of rules and the rules of recruitment were accordingly revised and clear instructions issued in 1927 in the matter of disposal of vacancies occurring the several Departments. Certain officers were defined to be Unit officers in respet of all establishments under their control so that the rules may be strictly and properly carried out in the respective unit and the responsibility for showing progress in the matter of increasing the proportion of members of Backward Communities may be definitely fixed on them. A, B.C. and D statements were also continued with some alterations and required to be sent up by Unit officers and appointing officers and it was ruled that all vacancies to be advertised be classed as General (open to all classes) and Special (Open to candidates of Backward Classes) for purposes of advertisement. These returns while securing statistics relating to recruitment are not of much help in attaining the object in view by way of creating any effective check on the exercise of patronage by officers entrusted with powers of appointment.

It is true that there are some administrative difficulties in strictly adhering to the rules laid down by Government, in as much as it is not unlikely that work in offices is affected by the office being manned by new recruits with no previous experience of office work. Further, these rules are too intricate and there is a lot of want of correct knowledge of the rules. There is a large number of officials mostly brahmins who are carrying on a precarious service by adjusting themselves in short term vacancies and their existence with so much of service, experience and claim of being there, is difficult to be ignored. This has resulted in a double evil. On one side leave is being freely granted and officials are sometimes requested to take leave with a view to ensure continuity of service in some hard case . While such is the condition in the offices subordinate

to Government, the work of the Secretary, Central Recruitment Board has also been developed from arranging for meetings etc., and working them up on the administrative side, to that of an office calling for applications, making a record of them, forwarding them and checking all the returns etc., --- that are received and also watching the progress of recruitment. The Secretary, was and is Assistant Secretary to Government in some Branches, he is assistant to the Chief Secretary in case of all administrative matters relating to the Central Recruitment Board and then he is not only Secretary to the Board but also its executive Officer as well as an Audit Officer in theory at least in respect of all appointments ~~xx~~ not requiring sanction of Government in the whole State. The Central Recruitment Board itself was not an organised office till recently but consisted only of a number of clerks directly working under the Secretary without a Superintendent. Such a state of affairs was permitted probably as the orders on the subject was expected to last only for seven years. The Central Recruitment Board ~~has~~ office has since been organised as a Unit independent of the General and Revenue Secretariat with effect from 1st November 1927.

Now coming to the District offices, it is found that not one office can boast of a complete set of orders passed by Government on the subject. Then the rules also being spread over a number of years, required a lot of intelligent and synthetic study and the clerks dealing with establishment questions were ignorant of many of them. To obviate this difficulty which is a real one, a Manual summarising the rules on the subject of recruitment has been compiled and printed copies have been recently distributed to all offices. It is desirable to translate it into Kannada and also to ensure wide publicity of all orders and official memoranda issued from the Central Recruitment Board office. The ----

The feasibility of publishing all these in the Gazette both Kannada and English may perhaps be considered, so that each office may be in touch and the audit office may perhaps distribute these to all drawing officers so that we may not depend only on Unit officers to distribute them.

By a comparative study of the figures showing representati of Backward Community Classes in 1921, i.e., at the time of Miller Committee orders and as they stood on 31st December -- 1927, the result obtained appears to be out of proportion to the attention bestowed by Government, the public and the --- Central Recruitment Board on the subject. Judging from the rate of progress so far achieved in this direction, the result aimed at appears to be still far from realisation. Hence it will be useful to consider here the factors that have hindered the progress of the recruitment of backward communities to the desired extent and see how far these can be remedied to ensure an automatic and speedy realisation of the object. Some of the causes that go to account for the inappreciable progress in that direction are briefly indicated below--

1. During the period under review drastic retrenchments of establishments were ordered by Government and the retrenched candidates who were mostly Brahmins had to be provided for in existing or prospective vacancies.

2. The orders of Government on the subject did not evoke an enthusiastic response as it was supposed to be against ---- efficiency of offices and many of the officers in whom vested the working of the rules did not seem to have worked the rules whole heartedly and in a spirit of sympathy.

3. The rules did not lay down any hard and fast rules and much latitude was also given to appointing officers in the exercise of their powers of patronage in the earlier stages.

4. Later on when returns etc., were prescribed and vacancies were required to be advertised, the system of recruitment di

did not work satisfactorily for want of---

(a) due promulgation of these rules

(b) a properly authorised check and inspection

(c) want of audit of each appointment by the Comptroller before passing the pay bill

(d) scope afforded by the rules to make appointments not quite in keeping with the policy of Government

(e) throwing open vacancies to Backward Communities on terms either not attractive or feasible for intending applicants and

(f) strange as it may seem the very intricacy of the rules came in the way of absorption of many non-brahmin officials as in their cases even departure from the prescribed procedure would have been necessary. Rules were retarding their own object.

(g) Non-availability of non-brahmin candidates for vacancies requiring special qualifications.

The above factors have gone far to retard the progress in the direction of increasing the representation of Backward Classes in public service.

As a result of my experience of the working of the rules it is felt that the present state of affairs is highly unsatisfactory from many points of view and that the rules and the procedure etc., require to be radically changed in certain respects. The rules are so complicated as to permit of various interpretations with the result that the same can be construed and given effect to in diverse ways according to the degree of intelligence of the officers responsible for making appointments. Hence a uniform procedure does not always obtain in all offices. It is therefore desirable to simplify the rules and standardise forms of appointments and registers etc., devising automatic check, frequent inspections, wider publicity of advertisements of

of vacancies and giving certain larger powers to Deputy Commissioners and Unit officers in respect of absorption and initial appointments of Non-Brahmin Candidates. The rules should be revised more with a view to obtain results rather than merely prescribe procedure and secondly the Audit office has got to be intimately associated with the working of these rules. Just as the Comptroller does not authorise any payment unless it is regular, he may be required to see that no payment is allowed by him in respect of an irregular appointment by prescribing suitable monthly return to be furnished to the Comptroller with the pay bills with the certificates by the drawing officers to the effect that all fresh or acting appointments made are in order, the officers concerned being held personally liable for any irregular payment made by reason of such certificates. I believe that "E" statement of appointments made may be suitably revised and prescribed as a necessary accompaniment of every establishment pay bill. This may be prepared in duplicate and a copy sent to the Central Recruitment Board also so that the returns may be checked with reference to fresh appointments made in case of appointments not found to be in order, and necessary instructions issued to the Comptroller in this respect. Copies of "C/ statements of the office as well as a schedule of establishment may invariably be required to be furnished with the pay bill to be cashed on 1st of August of each year and passed on to Central Recruitment Board office. The question is very important and a special committee may perhaps investigate the question.

The question of appointments is an all State one and it is impossible for one officer to efficiently supervise the working of all rules, and to inspect all offices in the State. Hence use is to be made of the existing administrative officers to ensure the working of the rules and as appointments in an

administrative act, it is one of their legitimate duties do so. The forms of reports of inspection of each offic should be suitably added to and each superior officer ask to inspect the subordinate offices with reference to appo -ments as well and send extracts to Central Recruitment Board office which office should be strengthened so as to enable it to check all these inspection Notes, promptly a consolidate results for suitable action being taken.

The question of temporary vacancies presents anoth difficulty. It is seen with reference to the date of oc -urrence of a vacancy and the time it is advertised and a pointments finally made, a fairly long period elapses. In such cases discretion may perhaps be given to Deputy Comm sioners and Unit Officers to advertise these vacancies th selves wither on the Notice Board or in the Gazette and a point any available non-brahmin candidate. So long as a non-brahmin candidate is appointed, Government need not trouble itself to find out how he has come into service. The possible objection against this is that it may lead to jobbe but temporary vacancies are not likely to attract out- siders and it is better that the selection of candidates for temporary appointments is confined to the local areas. The Deputy Commissioner is a responsible officer and he can be safely expected to keep in view the policy of Government in furthering the representation of unrepresented classes in the public service. It is also very necessary that all appoint- ing officers are familiarised with rules of recruitment. Wit the publication of the Manual of Rules and orders, bearing on the subject a great difficulty has been overcome, but frequen inspection of offices with a view to notice and rectify irregularities is desirable to ensure that the rules are pro- perly understood and adhered to. Such inspections have to be conducted by the special recruitment officer or the Secre

Secretary of the Board. He may be required to see all Unit Officers and offices of Heads of Departments and test, inspect from subordinate offices as well.

In this connection (in it) also noted that in addition to the public complaints of the kind enumerated above there is also the popular apprehension frequently expressed that (1) vacancies are not promptly reported or (2) if reported not sufficient information is given to necessitate its advertisement being delayed (3) after receipt of application there is considerable delay in making appointments and (4) there is delay in the appointing Officer interviewing the candidates and (5) a memo of appointments actually made or a memo asking the candidate to appear, is not actually posted though there register shows that it has been actually despatched and (6) when some one even manages to accept the post, is discouraged when he comes to office and so on. As regards (1) to (4) recent orders of Government are likely to have a healthy effect. As regards the fifth the apprehension in the public mind is more imaginary than real except perhaps in a few stray cases here and there. As regards the sixth candidate is discouraged it is his own fault and there is no remedy. Regarding appointments which start as being of a ~~---~~ duration of less than three months but eventually continue ~~---~~ longer, a note on the subject has been put up for consideration of the Central Recruitment Board. wherein it is being taken separately.

Secretary of the Board. He may be required to see all unit offices and offices of Heads of departments and test inspect some subordinate offices as well

The main object kept in view in the inspection of offices to examine the working of the revised rules and familiarising officers with the rules and meeting their difficulties etc. Mere checking of schedules of establishment and memo books would not give all the information, as the unit consists of many subordinate and associated offices If a thorough audit has to be gone into, it must proceed from the Taluk offices and Municipalities and thence on to Deputy Commissioners' offices and then in various other establishments under the control of Deputy Commissioners and similarly with other Departments. By this kind of audit is not worth the trouble and is very costly and if the proposals suggested above are adopted, this will not be necessary. From the list of officials working continuously for long periods, but without a lien in Mysore --- District it is seen that a District is capable of keeping on at least 20 to 50 men in short-term vacancies not comir under the purview of the Central Recruitment Board in the Revenue and General departments only. A solution has to be found regarding short-term vacancies. Another point is that gradation lists and schedules of establishments are not all up-do-date. The Revenue Commissioner should see that these are brought up to date and standardised. When this is done a check with reference to them by the Central Recruitment Board is likely to be effective.

The following are the points on which action has to be taken if tangible progress is to be achieved in the direction of increasing the representation of backward Classes in the Public Service.

(1) Simplification of rules,

(2) Issue of strict instructions to Heads of Depa-rtments and Unit Officers requiring them to show definate results instead of insisting merely on procedure, associating the Audit office closely with the working of the rules.

(3) Appointment of a full-time officer for the purpose

(4) Devising certain automatic audit checks and

(5) Frequent inspections by the Boards Officer. Progress of recruitment should be reviewed every half year with reference to results and an annual report should be instrumental prepared and published.

Secretary

Central Recruitment Board.

Statement showing the composition of the Public Offices in 1921 and 1927.

Community.	1921		1927	
	Total No.	Percentage	Total No.	Percentage.
Brahmins	9,712	69.64	9,013	57.7
Bedas	..	..	90	.5
Gollas	..	..	35	.3
Kshatriyas	220	1.57	127	.8
Kurubas	..	..	164	1.04
Lingayets	540	3.83	1,200	7.6
Mudaliars	377	2.70	305	2.0
Naidus	..	..	157	1.0
Vaisyas	..	..	109	.6
Banajigas	..	..	173	1.1
Vokkaligas	338	2.23	594	3.1
Other Caste Hindus	1,001	7.17	1,021	6.4
Jains	..	..	58	.3
Mahomedans	1,078	7.33	1,796	11.4
Christians	395	3.83	519	3.3
Other Communities (Parsis, Jews, Buddhists).	..	..	37	.2
Adikarnatakas or Adi-dravidas and other Depressed Classes.	165	1.18	272	1.7
Anglo-Indians & Europeans.	156	1.11	48	.3

Proceedings of the Governemnt of
His Highness the Maharaja of Mysore.

Order No.

Dated

According to the Rules as they stand

→ At present, it is only vacancies exceeding three months in duration ~~which~~ that are required to be reported to the Central Recruitment Board for being advertised in the Gazette and filled up in accordance with the rules of recruitment. It has been represented that, in practical working, these rules are frustrated in spirit in cases in which the vacancies are at first of a smaller duration than 3 months but are subsequently extended to a larger duration in consequence of the incumbents of the office applying for leave for a month or two in the first instance and extending it later by short intervals, thus making the aggregate period of absence exceed three months in duration. This question was considered at a meeting of the C. R. Board and it was resolved that the rules of recruitment requiring a certain proportion of the vacancies being thrown open for direct recruitment should be made applicable also to temporary appointments of three months or lesser duration.

within the purview of the rules of recruitment. A suggestion was made to Government that with a view to secure a more adequate representation of members of backward communities in the subordinate ranks of the Public service, definite rules may be laid down for regulating the manner of disposal of even vacancies of less than three months' duration by the ~~disposal~~ of appointing officers. // Agreeing with the suggestion ~~and in consultation with~~ of the Central Recruitment Board, Government are pleased to issue the following revised rules for the guidance of officers empowered to make appointments. // 1) All vacancies of a duration of 3 months or less within the powers of their patronage will be registered in the respective offices of appointing officers in the order of occurrence ~~as reported to the Secretary, C.R.B. from time to time~~. // (2). The Secretary, Central Recruitment Board will invite applications for the several classes of appointments ~~referred to in G.O.~~ No. 3767-3852 C.R.B.12-28-1 dated 10 October 1928 from candidates not already in service and maintain in ~~the~~ Secretariat two standing lists of candidates eligible for the several classes of appointments belonging to the Backward

P.T.O.

Proceedings of the Governemnt of

His Highness the Maharaja of Mysore

Order No.

Dated

According to the Rules as they stand → At present, it is only vacancies exceeding three months in duration ~~Govt. has~~ that are required to be reported to the Central Recruitment Board for being advertised in the Gazette and filled up in accordance with the rules of recruitment. It has been represented that, in practical working, these rules are frustrated in spirit in cases in which the vacancies are at first of a smaller duration than 3 months but are subsequently extended to a larger duration in consequence of the incumbants of the office applying for leave for a month or two in the first instance and extending it later by short intervals, thus making the aggregate period of absence exceed three months in duration. This question was considered at a meeting of the C. R. Board and it was resolved that the rules of recruitment requiring a certain proportion of the vacancies being thrown open for direct recruitment should be made applicable also to temporary appointments of three months or lesser duration.

within the purview of the rules of recruitment. A suggestion was made to Government that with a view to secure a more adequate representation of members of backward communities in the subordinate ranks of the Public service, definite rules may be laid down for regulating the manner of disposal of even vacancies of less than three months' duration by the appointing officers. Agreeing with the suggestion ~~and in consultation with~~ of the Central Recruitment Board, Government are pleased to issue the following revised rules for the guidance of officers empowered to make appointments:- (1) All vacancies of a duration of 3 months or less within the powers of their patronage will be registered in the respective offices of appointing officers in the order of occurrence and reported to the Secretary C.R.B. from time to time. (2). The Secretary, Central Recruitment Board will invite applications for the several classes of appointments ~~referred to in G.O.~~ No. 3567-3652 C.R.B.12-28-1 dated 16 October 1935 and from candidates not already in service, maintain in two separate standing lists of candidates eligible for the several classes of appointments belonging to the Backward Communities

P.T.O.

~~community~~ and Depressed classes accord-
ing to their qualifications //(3). Three
out of every four short-term vacancies
will be filled up by selection of a candi-
date of a backward community locally avail-
able and the fourth by selection on
general considerations irrespective -
of communities, new recruits being appoint-
ed to the post on pay which ~~will not be less~~ than the
minimum pay of the respective class to
which the initial vacancy belongs.
//(4) Vacancies for which eligible candidates
are not locally available will be filled up from
among candidates included in the lists
maintained in the office of the Secretary,
Central Recruitment Board who will forward
copies of the same to the officers concern-
ed.
(5) All appointments made in short term
vacancies will be intimated to the Secretary,
Central Recruitment Board in the form prescribed for
~~appended~~.

dcs
17/8/29.
For Chief Secretary to Govt.

To
Dlr
16.8.29
The Secretaryes to Government.
The Heads of Departments,
by Commrs of AB
The Other Unit Officers.
The Secretary, Central Recruitment Board.
The Compiler, Mysore Gazette.

SK.

G.R.S. III—3]

Routine Note:

[To be used only for notes, requisitions, etc., not intended for permanent record.]

Subd

Attempts were made to search for the file in the Comptroller's Office, Office of the 2nd Member of Council and the Financial Branch The file could not be traced in any of those offices and even in the office rooms

Stone
16/5/31

File returned on 26/5/32.
This should not be done as long minutes have been kept by us bringing to my notice &

Place in the linked file
HMS 26/5/32

N.B.—Should routine notes be written on small slips, the notes must be copied, or slips pasted on this form.

GENERAL AND REVENUE SECRETARIAT.

(1930-31)

NOTES.

C. R. B. File No.

FILE HEADING.

Disposal of short-term leave vacancies which are extended frequently ~~by~~ piece-meal

FROM

The Director of Ind & Com

No. B. Vac/15 CRB Dated 31-3-1931 Received 2-4-1931.
GL.

Diary No. 3301	Enclos.	Spare copies	Serial No.

BRIEF ABSTRACT OF LETTER.

Solicits instructions * as to how the extensions of short-term leave vacancies should be dealt with under the existing rules of recruitment.

NOTES AND ORDERS.

Kind reference is invited to the Office Note[X] in the C. R. B Deposit file No 111 of 1929-30 put up on a similar proposal received in the year 1929 from the Deputy Commr Kaduna District.

2. If appd a reply to the Director of Ind & Com

General and Revenue Secretariat | File No. | of 193

Serial No.

may be sent to the effect that in such cases action may ~~be~~ invariably be taken to get the ~~such~~ vacancies advertised in the Gazette as soon as the leave applied for exceeds three months, continuing at the same time the temporary appointment made, if any, and after receipt of applications, if the duration of the vacancy were sufficiently long as to admit of the appointment of the C. R. A applicants, to appoint such candidate in the vacancy by terminating the temporary appointment made, ~~and~~ or otherwise to continue the temporary apptt and forward a report to that effect to the Secy C. R. Bd.

(5)

paras 4, 11 and 12 of the C R 13 Dep file No 11/29-3

3 Action was also taken ~~to~~ on the previous occasion to give a general ruling in the matter; but when the question was referred to the C R Board as per orders of the Chairman, it was resolved by the Board at its meeting held on 31. 5. 1929 that no action was necessary in the ~~Bd~~ matter. As the question is of a General nature, it appears desirable to issue a circular as to the procedure to be adopted in the disposal of such cases.

~~Sd/- Forrester~~

~~1003~~ 8/4/31

4 The question of creating a

NOTE—Contn. Sheet

WD 02553—50,000—GPB—8-7 30

3301

(28)

File No. of 193 General and Revenue Secretariat

Leave Reserve staff was referred to to the Recruitment Board at its meeting held on 30th August 1930 when it was resolved as follows:—

The Board Consider that, in small offices, it may not be possible to have a Leave Reserve Staff. But in offices containing 25 hands or more, the scheme may be given a trial so as not to incur extra cost over and above the amount now being spent on account of arrangements made in short term vacancies."

5 The question of selection of offices where this system has to be tried is pending before Government.

Where is this pending?
new 13/4
CA 13/4

Subd for orders.

Stores 6 As the Board has decided 8/4/31. that no action is necessary, a circular, as proposed above, cannot 8/4/31 therefore be issued, though it would be better to do so: to obviate such references the circular may not name, but any similar terms may be sent to the present ref from the Dir Ex C CA 11/4 & Secy

CHIEF COMMISSIONER'S OFFICE
11 APR. 1931

AS 3301
Le. Ms

TELEGRAPHIC ADDRESS:—"INDUSCOM."

GOVERNMENT OF MYSORE.

DEPARTMENT OF INDUSTRIES AND COMMERCE.

In reply please refer to No. B.Vacancies. CRB.Gl.
Encl,

OFFICE OF THE DIRECTOR,
Dated, Bangalore, 25th March *1931*.

FROM

C. RANGANATHA RAO SAHIB, Esq., B.A., B.L.,
Director of Industries and Commerce in Mysore,
(Bangalore, India.)

To

N. MADHAVA RAO, ESQ., B.A., B.L.,
Chief Secretary to the Government of
His Highness the Maharaja of Mysore,
Bangalore.

CRB
CHIEF SECRETARY'S OFFICE
31 MAR 1931

SIR,

I have the honour to state that occasions have arisen in this Department where officials obtain leave for a period of less than three months and apply for extensions either on account of ill health or urgent private consideration with the result that the total period of leave exceeds three months. The period of extension is usually too short to permit of advertisement for and appointment of a substitute under the Recruitment Rules. This difficulty would be obviated if a staff for filling up leave vacancies was appointed as contemplated in your letter No. 5896-6065/CRB. 20-28-1 dated 30-1-1928 in regard to which I have submitted my proposals in my letter No. B.1151/28-29 dated 19-8-1930.

I beg to request the instructions of Government as to how the extensions of leave in the cases referred to above should be dealt with, pending the appointment of the leave staff and whether the substitutes appointed to carry on the work may be continued in cases where the extensions of leave are not likely to last over three months.

I have the honour to be,
Sir,
Your most obedient servant.

C Ranganatha Rao Sahib

DIRECTOR.
Mac

TELEGRAPHIC ADDRESS—"INDUSCOM."

In reply please refer to: No. B-1151/28-29

GOVERNMENT OF MYSORE.

DEPARTMENT OF INDUSTRIES AND COMMERCE.

OFFICE OF THE DIRECTOR,

Dated, Bangalore,.....18th August....*19* 30

FROM

C. RANGANATHA RAO SAHIB, Esq., B.A., B.L.,
Director of Industries and Commerce in Mysore,
(Bangalore, India.)

To

N. Madhava Rao, Esq., B.A., B.L.,
Chief Secretary to the Government of Mysore,
Bangalore.

CHIEF SECRETARY. 19 AUG. 1930

SIR,

Subject - Reserve Staff

With reference to your letter No. 302-05/CRB dated the 14th July 1930, calling for submission of proposals in regard to the employment of a Reserve Staff of officials referred to in Govern-ment official Memorandum No. 5996-60-65/CRB 20-28-1 dated 30th Jany. 1929, I have the honor to enclose a statement showing the expenditure incurred in connection with the acting arrangements made in vacancies of less than six months' duration, during the past three years in this office and the offices under the control of the Director of Industries and Commerce. I beg to submit the following proposals for the employment of a Reserve Staff -

I. MINISTERIAL STAFF - i) Office of the Director of Ind. & (

The average of the three years' expenditure on acting arrangements amounts to Rs 1,428/-. I propose a staff of two clerks of the -- grade pay of Rs 30-3-60 may be appointed. The average cost of this grade is Rs 50/- and will amount to Rs 1,200/- per annum.

ii) Office of the Superintendent of Sericulture, Mysore.

The annual average cost of acting arrangements for the three years is only Rs 100/-. I however expect that this cost will increase in the coming years in view of the frequent additions to the temporary staff. As it is not possible to appoint Clerk on the Reserve Staff without exceeding the present cost, the arrangements in force at pre-sent may continue for sometime.

iii) The Chamarajendra Technical Institute, Mysore

The average expenditure on acting arrangements in this office is Rs 305/-. It is necessary to have a Clerk on Rs 30/- on the -- Reserve Staff in this Institute.

iv) Offices of the Superintendents of Industries and of the Superintendents in charge of concerns in the Department. The present system of acting arrangements in these offices may continue as the average expenditure does not justify the appointment of any reserve staff.

II. EXECUTIVE STAFF - i) Mechanical Staff of the Department - The expenditure in this section is about Rs 315/- per annum. As it is difficult to get trained substitutes to act in short leave vacancies, it is desirable in the interests of service to have at least one Assistant Mechanic on Rs 40-2-50 in reserve. I propose that an Assistant Mechanic on this grade pay may be appointed.

ii) Sericultural Executive Staff - The average expenditure under this head is Rs 600/- per annum. I propose to have two Operatives on Rs 25/- each on the Reserve Staff.

iii) Weaving Demonstration Staff - No reserve staff is ~~un~~necessary

iv) Industrial Schools - Instruction staff - It is not possible to provide a reserve staff of Instructors in the several subjects -- taught in the Industrial School. I would however suggest entertaining one Instructor in General Education for all schools on the -- Reserve Staff list so that he may be able to take up either General Education work or that of a Clerk as may be desired.

I request you to kindly move Government to sanction the employment of a Reserve Staff for this department as follows -

	Average cost per annum	Average expenditure
2 Clerks on Rs 30-3-60 for Directors office	1,200	1,428
1 Clerk on Rs 30/-for the Superintendent, Chamarajendra Technical Institute	360	305
1 Asstt. Mechanic on Rs 40-2-50 (Mechl.Staff)	552	320
2 Operatives on Rs 25/- each Seri.Exve Staff	600	600
1 General Education Teach on 30-2-40 for Industrial Schools	432	650
Rs	3,144	3,303

I have the honor to be,
Sir,
Your most obedient servant,
C. Rangamalna Rao Saib
Director.

USG)

GOVERNMENT OF MYSORE.

DEPARTMENT OF INDUSTRIES AND COMMERCE.

RESERVE STAFF - PROPOSALS FOR -

Statement showing the cost incurred in acting arrangements in the Head and Sub Offices in the Department, during the last three years (1926 - 27, 1927-28, & 1928-29)

Name of Office or Institution	1926 - 27	1927 - 28	1928 - 29	Total	Average
Head Office	1,047	2,371	867	4,285	1,428
Superintendent of Industries, Bangalore..	-	-	-	-	-
Shimoga	-	-	-	-	-
Mysore	-	-	-	-	-
Government Art Workshop	-	-	-	~~290~~	-
Central Industrial Workshop	182	45	24	251	-
Government Soap Factory) Government Weaving Factory)	-	-	-	-	-
Arts & Crafts Depot	-	-	--	60	-
Chamarajendra Technical Inst:	97	617	201.	915	305
Industrial School -Channapatna	-	-	-	-	-
" " Dodballapur	95/8	108/5	24/14	230	76
" " Hassan	89/2	27/9	161/3	277/14	92
" " Shimoga	-	-	-	30	10
" " Sagar	14	30	72	116	39
" " Chitaldrug	36	438	152	626	208
" " Chikmagalur	61/8	100/	311/10	473	158
Superintendent of Sericulture - Min.	100	80	120	300	100
" " Exe.	600	500	700	1800	600
Mechanics	254	100 } 449 }	140	943	314
Demonstration staff					

(Ranganatha Rao Saheb)
DIRECTOR.

BV3

D 852

No. 607
Encls: 2684

PUBLIC WORKS SECRETARIAT,

Bangalore, 15 August 1930

FROM
...AL RECRUITMENT BOARD.
JG 1930

The *Secretary to Government,*
Public Works Department,
Bangalore.

To

The Secretary,
Central Recruitment Board,
Bangalore

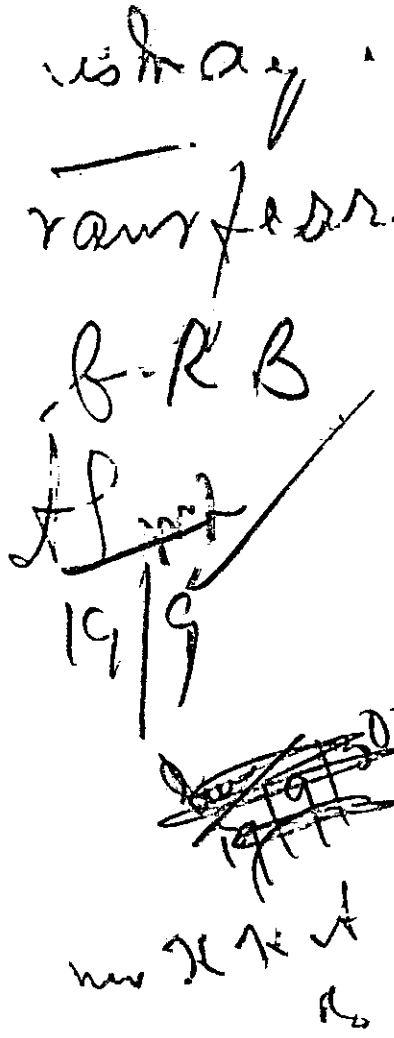
Sir,

With reference to correspondence ending with your No.937/C.R. dated the 5th August 1930 in the matter of the employment of a leave reserve staff of officials, I have the honour to inform you that the information asked for was already furnished to the Chief Secretary in letter No.10615 dated the 4th June 1929 who may be referred to on the subject.

I have the honour to be,
Sir,
your most obedient servant,

8/30

for Ag.Secretary to Government,
P.W.Department



C. C. O. 1.]

MYSORE STATE TROOPS.

Tel. Address:
"STATROOPS."

No. C. 925 - 29-30

OFFICE OF THE CHIEF COMMANDANT,

Bangalore, dated 18/9/1930

FROM Colonel J.C. Lock, C.B.E.

Chief Commandant,
Mysore State Troops, Bangalore.

To The General Secretary to the Government of His Highness the Maharaja of Mysore, Bangalore.

SIR,

I have the honour to invite your attention to the correspondence ending with letter no. 4700/C. dated 24-2-1930 regarding the question of extending the concession of having a leave reserve as to this office and to enquire whether the orders of Government may be expected in the matter.

I have the honour to be
Sir,
Your most obedient servant,

Colonel
Chief Commandant,
Mysore State Troops

Dep
9-9-31

D 2175
B. No

Telegraphic Address: "INDUSCOM."

In reply please refer to
No. B. Vacancies/Genl.

GOVERNMENT OF MYSORE.
DEPARTMENT OF INDUSTRIES AND COMMERCE.
OFFICE OF THE DIRECTOR,
Dated, Bangalore, the 4th Decr. 1931.

FROM N. RAMA RAO, Esq., B.A., B.L.,
~~C. RANGANATHA RAO (HAIID), Esqr, B.A., B.L.,~~
Director of Industries and Commerce in Mysore,
Bangalore (India).

GENERAL SECRETARY'S OFFICE
5 DEC. 1931
No.

To
H.V. Ramaswami, Esq., M.A., B.L.,
General Secretary to the Government
of Mysore, Bangalore.

SIR,

Vacancies caused by the piecemeal grant of lea..
to officials exceeding in the aggregate 3 months.

I have the honour to invite your kind reference to this office letter of even no. dated 31-3-31 and further letters dated 11-5-31 and 16-6-31 on the above subject and request the favour of early instructions in the matter.

I have the honour to be,
Sir,
Your most obedient servant,

N. Rama Rao
DIRECTOR

KS)

D 3615

D 3715

Telegraphic Address: "INDUSCOM."

In reply please refer to No. B.Vacancies CRB.

GOVERNMENT OF MYSORE.

DEPARTMENT OF INDUSTRIES AND COMMERCE.

OFFICE OF THE DIRECTOR,

Dated, Bangalore, the 15th June 1931

CENTRAL RECRUITMENT BOARD. 16 JUN 1931 No.

FROM C. RANGANATHA RAO SAHIB, ESQ., B.A., B.L.,
Director of Industries and Commerce in Mysore,
Bangalore (India).

To

N. MADHAVA RAO, ESQ., B.A., B.L.,
Chief Secretary to the Government of Mysore,
Bangalore.

SIR,

Subject:- Arrangements in vacancies caused by the piece meal grant of leave to officials exceeding in the aggregate 3 months.

I have the honour to invite your kind reference to t Office letter of even No. dated 31-3-31 and subsequent lette dated 11-5-31 on the above subject and to request for early instructions in the matter.

I have the honour to be
Sir,
Your most obedient servant

C Rangam Rao

DIRECTOR.